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Intelligence

ISOLATED PERSONNEL REPORTS (ISOPREP)

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFRD 14-1, *Air Force Intelligence and Planning and Operations*. This instruction establishes responsibilities and procedures for the preparation, storage, and dissemination of ISOPREPs within the 934th Airlift Wing (AW). It applies to all intelligence and flying personnel assigned to the wing level and below.

1. References:

- 1.1. Joint Publication 3-50.3, *Joint Doctrine for Evasion and Recovery*.
- 1.2. Joint Publication 3-50.2, *Doctrine for Joint Combat Search and Rescue*.
- 1.3. AFI 14-105/AFRC Sup 1, *Unit Intelligence Mission and Responsibilities*.
- 1.4. AFDD 34, *Combat Search and Rescue Operations*.
- 1.5. JSSA Message titled "ISOPREP Program," dated 301700Z Aug 96.

2. Overview:

2.1. Commanders of the 96th Airlift Squadron, 934th Aeromedical Evacuation Squadron, and 934th Maintenance Squadron are responsible for ensuring ISOPREPs are properly prepared and handled IAW this directive.

2.1.1. The 934 OSF/IN is responsible for assisting aircrew members and mission essential ground personnel (MEGP) in preparing ISOPREPs for storage and maintenance, and for dissemination of ISOPREPs to applicable agencies in the event an aircraft is downed.

2.1.1.1. Intelligence personnel will coordinate with the security forces squadron to assure proper training in fingerprinting of all assigned Intelligence personnel.

2.1.1.2. Intelligence personnel will be familiar with theater evasion and recovery procedures

for planned contingency areas of operations.

2.1.2. Each aircrew member is responsible for coordinating with 934OSF/IN for completion of their ISOPREPs.

2.2. The 934 OSF/IN senior intelligence officer (SIO) is responsible for training all assigned intelligence personnel on requirements under applicable directives, instructions, and operations/contingency plans. Additionally the SIO will ensure ISOPREPs are inspected as part of the self-inspection program according to AFI 90-201, *Inspector General Activities* and applicable supplements.

2.3. All Intelligence personnel and aircrew members will be familiar with this instruction to ensure the preparation of ISOPREPs in a correct and timely manner.

3. ISOPREP Procedures:

3.1. AFI 14-105/AFRC Sup 1 requires that two DD Forms 1833, **Isolated Personnel Report**, be on file for every person subject to a participation in an employment mission or subject to flying in a hostile environment. This includes aircrew members, flight surgeons, nurses, aeromedical technicians, crew chiefs, and any MEGP personnel.

3.2. Aircrew members will normally fill out ISOPREPs as part of their inprocessing, however, aircrew members must complete the ISOPREP prior to becoming mission ready.

3.3. DD Forms 1833 will be prepared using the ISOPREP Completion Checklist in the attachment. Specific information regarding requirements for authentication number (block 14) and authenticator statements (blocks 20-23) on the checklist will be followed by all personnel completing an ISOPREP.

3.4. Only trained personnel will fingerprint aircrew members. This may be intelligence personnel who have received certified training from security forces, law enforcement, or AFOSI, or it may be certified personnel from any of these agencies.

3.5. ISOPREP photos will be 2 inch by 2 inch in size and will be taken wearing a sanitized flight suit:

3.5.1. Photos needed are two each front and profile views.

3.5.2. This requirement does not apply to ISOPREPs prepared before 12 April 96 (date of directive implementing the sanitized flight suit policy).

3.6. ISOPREPs will be stored and maintained by the 934 OSF/IN section:

3.6.1. ISOPREP review will be accomplished according to AFI 14-105/AFRC Sup 1. This review will be annotated on AF Form 1522, **AFORMS Additional Training**.

3.6.2. Upon permanent change of station of an aircrew member, the ISOPREP will be forwarded to the gaining unit. If the aircrew member is separating from the Air Force, or is transferring to a non-flying position the ISOPREP will be destroyed.

3.6.3. Completed ISOPREPs are classified CONFIDENTIAL. Access will be limited to the member and necessary intelligence or rescue personnel.

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Commander

Attachment 1**ISOPREP (DD FORM 1833) COMPLETION CHECKLIST**

A1.1. Aircrew members will complete blocks 3, 13, 14, and 20-24 in pencil. Blocks 1, 2, 4-12, and 15 may be either typed or completed in ink. Items 16-19, and 24, on the front of the form are left blank until needed.

A1.2. Instructions for completing the front of the DD Form 1833, **Isolated Personnel Report:**

A1.2.1. Blocks 1 and 2 are self-explanatory.

A1.2.2. Block 3 requires both rank and grade, e.g. "Capt/O-3."

A1.2.3. Block 4 enter "USAF."

A1.2.4. Block 5 enter "USA."

A1.2.5. Blocks 6 through 8 are self-explanatory.

A1.2.6. Block 9 enter height in inches, e.g. "69" for an individual who is 5 feet 9 inches tall.

A1.2.7. Blocks 10 through 12 are self-explanatory.

A1.2.8. Block 13 will be changed each time the aircrew member reviews his/her ISOPREP. For this reason it should be covered with clear tape prior to entering any information in it.

A1.2.9. Block 14 requires a four-digit number. Specifics for this number are:

A1.2.9.1. Can be easily remembered by the aircrew member.

A1.2.9.2. Is not a part of the member's Social Security Number, Birth Date, or a matter of public record (driver's license number, telephone number, etc.).

A1.2.9.3. Does not contain all the same digits or digits repeated in sequence (example: 7777, 2799, etc.), or the number 6969.

A1.2.9.4. Does not contain numbers in sequence (example: 1234, 5678, etc.).

A1.2.9.5. Does not contain the digit 0 anywhere in the sequence (example: 0135, 7036, etc.).

A1.2.9.6. Block 15 is self-explanatory.

A1.2.9.7. Blocks 20 through 23 require declarative statements, not questions and answers. At a minimum, these blocks must:

A1.2.9.7.1. Contain a minimum of four facts from each statement,

A1.2.9.7.2. Not contain dates, ages, or other information contained in military or public records,

A1.2.9.7.3. Be easy to remember under stress.

A1.2.10. Block 24 is normally not completed during normal peacetime operations. During readiness or contingency operations the six-digit radio identification code for the PRC-112 radio carried by the aircrew member should be entered in this block.

A1.3. Instructions for completing the reverse side of DD Form 1833.

A1.3.1. Fingerprints will be recorded in blocks 1 through 10. Fingerprints need not be coded before forwarding to the rescue coordination center.

A1.3.2. Photos must be taken in a sanitized flight suit without headgear.

A1.4. When completed, ISOPREPs are classified CONFIDENTIAL. Since the form is already classified CONFIDENTIAL (When Filled In), additional classification markings are not required on the form.